

VERMONT FORENSIC LABORATORY

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INSTRUCTIONS FOR SAMPLE COLLECTION AND PACKAGING FOR INDEPENDENT BLOOD SPECIMEN

Kit Contents:

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| 1 Styrofoam Carrier | 1 Grey Top Blood Collection Tube |
| 1 Biohazard Bag with Document Pouch | 2 Red Evidence Seals for Cardboard Mailer |
| 1 Instruction Form (F-ALC 005) | |
| 1 Request for Independent Blood Collection Form (F-ALC 003) | |
| 1 Request for Analysis of Blood for Alcohol Content Form (F-ALC 004) | |

Subject:

1. Provide kit to the medical personnel that will be collecting the blood sample.
2. Sign the permission line on the "Request for Independent Blood Collection" Form (F-ALC 003) when requested by the medical personnel.
3. Provide the "Request of Analysis of Blood for Alcohol Content" Form (F-ALC 004) to your lawyer or mail to the Vermont Forensic Laboratory for processing. Refer to F-ALC 004 for further instruction.

Note: Blood samples will be destroyed after 45 days, as allowed per statute, if a request for analysis is not received by the Vermont Forensic Laboratory.

Medical Personnel:

1. Complete the form titled "Request of Independent Blood Collection" (F-ALC 003), leaving the "Time of Collection" line blank until blood is drawn.
2. Confirm that the subject has signed the form to grant permission for the collection. If not, have the subject sign.
3. Draw blood samples following your normal protocol using a prep pad which does not contain alcohol.
4. After collection, invert tube several times to ensure complete mixing with the preservative and anticoagulant.
5. Return the tube to the Styrofoam carrier.
6. Place the carrier in the plastic biohazard bag and close the bag.
7. Record the time of blood collection on the "Request for Independent Blood Collection" Form (F-ALC 003).
8. Place the form (F-ALC 003) in the document sleeve of the plastic biohazard bag. ***Note: Do not include F-ALC 004, see subject instruction #3.***
9. Return the Styrofoam carrier and biohazard bag into the cardboard mailer.
10. Record the "Date" and "Initials" on the red tamper-resistant seal and apply the seal over the openings of the cardboard mailer.
11. Return the kit to the Vermont Forensic Laboratory via hand delivery or certified mail.

Note: If the current date is beyond the kit expiration date you may use an unexpired gray top tube from another source.

The laboratory will decontaminate and discard any specimen which is improperly packaged and which may pose a health risk to personnel.

Questions or comments regarding these instructions may be submitted to the Vermont Forensic Laboratory by mail or phone.